

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

DATE: January 24, 2019

TO: Los Angeles City Council
AS
FROM: *AS* Adel H. Hagekhalil, P.E.
 Executive Director and General Manager
 Bureau of Street Services

SUBJECT: CF 13-1493-S5 - SIDEWALK VENDING PROGRAM

On November 28, 2018, the City Council (Council) adopted Ordinance No. 185900, legalizing vending on sidewalks and in public parks. The Council action instructed the Bureau of Street Services (StreetsLA) to report with a staffing plan and a proposed structure for a sidewalk vending permit system. This report provides information on near-term staffing needs and provides an initial update on the forthcoming process to develop recommendations for a permit system.

Effective January 1, 2019, the adopted Ordinance made vending legal on sidewalks and in parks, subject to rules adopted by the Council. This report pertains solely to vending on sidewalks, which is under the jurisdiction of StreetsLA.

For Calendar Year 2019, a sidewalk vendor will not need to obtain a permit to operate; however, a vendor could be subject to administrative fines if the vendor does not adhere to the adopted rules governing sidewalk vending. In December 2018, StreetsLA launched a new Sidewalk Vending web page with links to the Ordinance and Rules in English and Spanish along with maps of the Council-adopted No Vending Zones.

The page is available at this link: <http://bss.lacity.org/SidewalkVending.html>.

Resources Needed for FY 2018-19:

StreetsLA requests the creation of two funded positions to immediately begin developing the implementation plan for sidewalk vending outreach, education and enforcement, and to develop recommendations for a future permit-based system. Four months of salary is requested so that these two staff can commence work as early as March 1, 2019. These positions would be requested to be continued in FY 2019-20.

Classification	Positions	FY 2018-19 Salary (4 months)	Duties
Chief St. Services Investigator I	1	\$38,607	Vending Program Manager
Management Analyst	1	\$32,101	Program Coordinator
TOTAL	2	\$70,708	

Additionally, StreetsLA requests an additional \$187,142 comprised of \$100,000 overtime expense funding for existing Investigators to assist with as needed investigator time to perform education, outreach and enforcement for the No Vending Zones and enforcement of rules and regulations in the regular vending zones in FY 2018-19. This equates to about 1600-1700 in Investigator

overtime hours for 2018-19. Also, StreetsLA requests that \$87,142 be transferred to the Department of General Services for the production and installation of up to 200 signs demarcating the perimeter of the Council-adopted No Vending Zones. The signs will be produced and installed by General Services Department.

Resources Needed for FY 2019-20:

StreetsLA requests the immediate authorization of an additional 22 unfunded positions, along with continuation of the two positions created for FY 2018-19 for a total of 24 positions, so that the hiring process can begin for an initial complement of dedicated enforcement staff, with a goal of onboarding the new staff on July 1, 2019. For FY 2019-20, StreetsLA would request continued resolution authority for the 24 positions in addition to associated salary, expense, and vehicular funding as part of the FY 2019-20 annual budget process. Total projected amount being requested for FY 2019-20 would be about \$4.0 million (\$2.5 million salaries and expenses, \$1.1 million related costs, and \$0.45 million for vehicles).

Classification	Positions	Duties
Sr. Street Services Investigator II	2	Shift Commander
Street Services Investigator	18	Enforcement Staff
Senior Administrative Clerk	2	Shift Clerk
TOTAL	22	

The proposed initial complement of enforcement staff enables two shifts of nine (9) Investigators, along with a supervisor and clerk for each shift. These positions are needed to ensure a safe and passable right-of-way, regardless of whether a permit-based system is subsequently adopted.

In the Fall of 2019, StreetsLA would report to Council on program performance indicators including the number of vending-related service requests received via MyLA311, the number of administrative citations issued, the compliance rate in the Council-adopted No Vending Zones, and an assessment of whether additional enforcement staff may be needed.

Update on Permit-Based System:

In January 2019, StreetsLA met with representatives from the sidewalk vendor community, including Leadership for Urban Renewal Network, Public Counsel, and the Los Angeles Food Policy Council. The participants discussed a variety of design options for a permit-based system and agreed to explore one or more short-term pilot programs for location-based permits, under the authority of the Board of Public Works (BPW).

In early Spring 2019, StreetsLA intends to bring forward details of one or more location-based permit pilot projects, each in its own limited geographic area, for consideration by the BPW. If launched, one or more pilot programs could provide the City of Los Angeles with insights and data that could be used to design a permit-based system for 2020.

Concurrently, StreetsLA staff will be evaluating early data from field observation to develop insights on the types of locations where location-based permits may be the most suitable.

Recommendations:

That the City Council:

- 1) Approve the following two resolution authority positions in FY 2018-19 and authorize the Bureau of Street Services and the Personnel Department to initiate hiring processes effective immediately:

QTY	Class Title	Class Code
1	Chief Street Services Investigator I	4286-1
1	Management Analyst	9184-0
2	TOTAL	

- 2) Approve the following 24 resolution authority positions for FY 2019-20 and authorize the Bureau of Street Services and the Personnel Department to initiate hiring processes for all positions listed below effective immediately for an estimated start date of July 1, 2019:

QTY	Class Title	Class Code
1	Chief Street Services Investigator I (Continued from 2018-19)	4286-1
1	Management Analyst (Continued from 2018-19)	9184-0
2	Sr. Street Services Investigator II	4285-2
18	Street Services Investigator	4283-0
2	Senior Administrative Clerk	1368-0
24	TOTAL	

- 3) Appropriate Funds (tbd) to the Bureau of Street Services – Fund 100/86 for FY 2018-19 as follows:

Account	Account Name	Amount
001010	Salaries General	\$ 70,708
001090	Overtime General	\$ 100,000
Total		\$ 170,708

- 4) Appropriate Funds (tbd) to the Department of General Services – Fund 100/40 as follows; and

Account	Account Name	Amount
001101	Construction Hiring Hall	\$ 35,373
001121	Construction, Hiring Hall	\$ 23,582
003180	Overtime General	\$ 28,187
Total		\$ 87,142

- 5) Authorize the Bureau of Street Services to make any technical changes to effectuate the intent of this Report.